Information
Abandoned Bicycles

Effective
November 2011

Number
PARK002

Applicability
This procedure applies to the University Community (administrators, faculty, staff, students,and visitors).

Administrative Authority
Vice President for Finance and Chief Financial Officer

Responsible Unit
University Parking and Transportation Services
Belknap Campus: 502-852-PARK
Health Sciences Center Campus: 502-852-5111
Email: ulpark@louisville.edu

History
Revision Date(s): February 15, 2016
Reviewed Date(s): February 15, 2016; April 2, 2020; May 3, 2023

Categories

Reason for Procedure:
Campus bicycle parking facilities are limited and designed for temporary parking of bikes in active use, not long-term storage. Abandoned bicycles reduce the number of parking spaces available for others and can cause safety, accessibility, and aesthetic problems.

Statement:

The University will remove abandoned bicycles in order to maintain adequate, safe, and accessible bike parking

- A bicycle shall be considered abandoned on University property if it remains in the same position for more than 7 days after notice of impoundment is attached to the bicycle.
- Abandoned bicycles are subject to impoundment, even if they are parked in a legitimate space.
- The Department of Public Safety is authorized to attach a notice of impoundment, remove, and impound bicycles and bicycle parts (such as wheels) from University property under the following circumstances:

1. When a bicycle is found under circumstances which indicate it has been abandoned (i.e., it appears to be inoperable and/or has not been moved for an extended period of time, except at residential buildings);
2. When a bicycle is parked in manner blocking handicapped access, exits, fire lanes, or otherwise jeopardizing public safety;
3. When a bicycle is suspected of being stolen; or
4. During announced abandoned bike sweeps targeted to remove abandoned bikes from residential community racks. Bike sweeps will be coordinated with Housing.

- If a bicycle is impounded, the owner will have 90 days to claim it from the Department of Public Safety and pay any relevant citation, storage and impoundment fees.
- Claimants must provide proof of ownership or a reasonably accurate description of the bicycle and the location of abandonment. The Department of Public Safety has sole authority to determine the sufficiency of such evidence, and the determination shall not be subject to protest, appeal, or review.
- The University of Louisville is not responsible for loss or damage to locks or security devices removed for the purposes of bicycle impoundment.
- Bicycles unclaimed after 90 days will be disposed of according to the provisions of state law and may be repurposed for use in University bicycle-share programs.

For ease of identification and recovery, persons parking bicycles on campus are to record their serial numbers and to register their bicycles through the Department of

Public Safety Parking and Transportation Division. The Department of Public Safety shall make a good faith effort to contact the registered owner so that they may reclaim their bicycle.

Forms/Online Processes:

Bicycle Registration